

## Executive Summary

### AP-05 Executive Summary - 91.200(c), 91.220(b)

#### 1. Introduction

The FY 2018 Annual Action Plan represents Year 3 of the FY 2016-2020 Five Year Consolidated Plan and Strategy for the Town of Brookline, MA. The Action Plan identifies needs, goals, and proposed activities to be undertaken during the fiscal year.

The Annual Action Plan (AAP) reflects a planning process that relied on citizen collaboration to determine the Community Development Block Grant (CDBG) allocations for the fiscal year starting July 1, 2017 to June 30, 2018. As a CDBG entitlement community, Brookline receives an annual CDBG allocation. Brookline is also a Participating Jurisdiction of the WestMetro HOME Consortium and receives an annual HOME allocation to support the preservation and creation of affordable housing. The City of Newton is the lead entity for the HOME Consortium.

#### 2. Summarize the objectives and outcomes identified in the Plan

**This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.**

Annual goals and objectives for FY 2018 can be found at AP-20. The Town's housing goals are to preserve and create rental housing in Brookline. The outcomes are housing affordability, availability and accessibility, while the objectives are the provision of decent affordable housing and the creation of a suitable living environment. Additionally, Brookline continues to provide support for a wide array of public services that primarily benefit low/mod income households and other activities geared toward improving and creating public facilities.

#### 3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

As in the past years, the Town has continued to adapt to regulatory changes. These changes have helped to streamline administrative requirements, cost principles, and audit requirements. As a result, the Town has been able to improve overall administrative delivery and program performance.

Regulatory changes, along with the ever-present possibility of grant reduction, have required the Town to determine where unfulfilled needs exist and how best to allocate funding to programs that effectively meet the goals and objectives identified in the FY2016-2020 Consolidated Plan. Admin staff continually encourages agencies receiving CDBG funding to forge new partnerships, which will allow them to better leverage resources for the programs and services they provide

#### **4. Summary of Citizen Participation Process and consultation process**

Summary from citizen participation section of plan.

The Department of Planning and Community Development worked closely with the Town's CDBG Advisory Committee (charged with making CDBG funding recommendations) and the Board of Selectmen in the development of the FY 2018 Annual Action Plan. Collaboration included consultation with the Housing Advisory Board, Brookline Housing Authority, Brookline Community Mental Health Center, Brookline Diversity, Inclusion, and Community Relations Department, Council on Aging, Brookline Foundation, Pine Street Inn, West Metro HOME Consortium, the Brookline-Newton-Waltham-Watertown Continuum of Care, DCHD, social service agencies and other special needs providers.

In addition to the aforementioned consultation with agencies and Town departments, the CDBG Advisory Committee held two public meetings to determine the allocation of CDBG funds. Notices were placed in the Brookline Tab, Town Clerk's Office, the Brookline Public Library and at Brookline Housing Authority Developments town-wide. Notices were also posted on the Town's web site and were distributed widely using e-mail lists and list serves to notify neighborhood groups, non-profits, past participatory members of the CoC and Town Meeting members.

CDBG Advisory Committee meetings were held on March 8th, and 13th, 2017 in Brookline Town Hall. Notification of the 30 day comment period on the Annual Action Plan was posted in the May 3rd edition of the Brookline Tab. The comment period closed on June 1, 2017. \_\_\_\_ comments were received from the public during this period. The Board of Selectmen met on June \_\_, 2017, to discuss the budget, the Annual Action Plan and its approval and submission to HUD. Any comments at the hearings and responses can be found at AP-12.

#### **5. Summary of public comments**

**This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.**

To date, the only comments received by the CDBG Advisory Committee occurred during the Committee's public process to review competitive RFP submissions for grant funding from potential recipients. The Committee expressed its opinions of programs and projects concerning the scope, viability, and the extent of assistance to populations in need. The Committee completes its process by

deliberating on funding recommendations for the Brookline Board of Selectmen, who approve the Town's Annual Action Plan at a Public Hearing.

## **6. Summary of comments or views not accepted and the reasons for not accepting them**

During the development of the Annual Action Plan, there were no comments or views from the public that were not accepted as part of the citizen participation process. As required by protocol, should such comments be addressed or received by the Town, they would immediately be addressed in writing and submitted to the party making the comment.

## **7. Summary**

The Town of Brookline provides citizens, public agencies, and other interested parties with reasonable and timely access to meetings/hearings relating to the development of this FFY 2017 (FY2018) Annual Action Plan. Meetings were held at locations accessible to persons with disabilities. Provisions are made available at all meeting venues for people with disabilities and for persons who do not speak English. Translators are provided in advance of public meetings or public hearings, if requested. No requests were made during any of the public participation process by persons requiring translators or individuals with disabilities.

Public hearing allow time for citizen comment, and the Town's outreach is targeted to solicit input from low- and moderate-income residents. Public hearings were announced via the publishing of hearing notice, which include date, time, location, and subject matter of the hearing(s) in the legal sections of the Brookline Tab. Public hearing notices are posted on the Town Calendar on the Town of Brookline web site. The Town's RFP for CDBG funding was also posted on the Town's website to promote easier access for the public and community at large.

## **PR-05 Lead & Responsible Agencies - 91.200(b)**

### **1. Agency/entity responsible for preparing/administering the Consolidated Plan**

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

<b>Agency Role</b>	<b>Name</b>	<b>Department/Agency</b>
Lead Agency	BROOKLINE	
CDBG Administrator		Department of Planning and Community Development
HOPWA Administrator		
HOME Administrator		
HOPWA-C Administrator		

**Table 1 – Responsible Agencies**

### **Narrative**

The Community Planning Division of the Department of Planning and Community Development for the Town of Brookline, MA is the lead agency responsible for the oversight of the administration and fiscal management of the CDBG entitlement grant.

The Division works to enhance the lives of low- and moderate-income residents within the community to facilitate and oversee programs geared toward the preservation and development of affordable housing, community facilities, economic development, and social services.

### **Consolidated Plan Public Contact Information**

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## **AP-10 Consultation - 91.100, 91.200(b), 91.215(l)**

### **1. Introduction**

The Annual Action Plan reflects citizen collaboration during both the consolidated planning process and for determining the Community Development Block Grant (CDBG) allocations for the fiscal year beginning July 1, 2017 and ending June 30, 2018. Although the Town receives CDBG funding independently, the City of Newton is the lead agency for the West Metro HOME Consortium. The Town is one of thirteen communities receiving HOME funding allocation. Brookline was a member of the Brookline-Newton-Waltham-Watertown Homelessness Continuum of Care (C of C), a regional planning body that coordinates housing and services funding for homeless families and individuals. While the consortium adopted a Ten Year Plan to End Homelessness and participated with other Massachusetts C of Cs to address the needs of the homeless, the C of C approved a merger with the Balance of State in the December 2016.

**Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).** All projects and activities depend upon the cooperative efforts of public and private agencies who coordinate various activities and programs through a network of public and private contacts.

- The Brookline Community Mental Health Center (BCMHC) works in collaboration with the Brookline Housing Authority (BHA) to provide case management services for many of its residents, which include assisting those who are homeless.
- Many of the Town's affordable housing projects are owned and operated by non-profits who have case management staff to assist residents with health, mental health, and a myriad of other services vital to the clientele who need assistance. These agencies include Pine Street Inn, Hebrew Senior Life, HEARTH, the Brookline Improvement Coalition, and housing operated by the State's Department of Mental Health or Department of Developmental Services.
- Case managers at the Brookline Health Department's Human Services division work with residents to assist in accessing emergency shelter, SNAP benefits, health insurance and medical care, and fuel assistance.
- Stakeholders whose services benefit populations that are homeless or about to be homeless are encouraged to participate in MA DHCD's COC . Representatives from the Town's CDBG funded activities continue to be involved in the process at the local and state level via MA DHCD.
- Stakeholders provide a myriad of services to all populations housed in public housing developments, working with them to extend collaborations into a single unified entity, and helping to locate space appropriate to fit needs within BHA developments.

**Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

As noted, the Brookline-Newton-Waltham-Watertown (BNWW) Continuum of Care (CoC), previously lead by the City of Newton, merged with the Massachusetts Balance of State in December of 2016. The Balance of State (BoS), under the supervision of the Department of Housing and Community Development, implements the continuum's homelessness strategy across 80 member communities. This encompasses the administration of federal and state resources, submitting the Consolidated Application for McKinney-Vento funds, regional needs assessments and oversight of projects addressing homelessness assistance and prevention. Although BNWW is no longer its own CoC, quarterly meetings will be held in FY18 to keep members abreast of the needs and issues impacting homeless and at-risk individuals and families and to maintain regional connectivity with service providers.

HUD awarded BNWW CoC nonprofit agencies \$1,317,531 in all FFY16 Tier 1 grant renewals. Funding was awarded to Pine Street Inn, Vinfen, The Second Step, Advocates, Inc., Brookline Community Mental Health Center and Brookline Housing Authority across 12 projects to continue implementation of regional emergency shelter, transitional, and permanent supportive housing programs. Unfortunately, Tier 2, totaling \$99,169, was not awarded to The Second Step.

Still in transition, the Town coordinated with BNWW CoC agencies and the BoS to complete the 2017 Point-in-Time (PIT) Count. The cities of Newton and Waltham and towns of Watertown and Brookline were each assigned team leaders to spearhead the compilation of data, detailing the number of sheltered and unsheltered homeless persons surveyed in each of their communities.

The Town recognizes the need to create and preserve permanent affordable housing for many populations within the Town, including the homeless. Guidance from the U.S. Interagency Council on Homelessness is in line with Town goals to ensure that this the homeless and at risk populations have housing stability, economic security and access to services for improved health. Expanding and preserving existing rental units as affordable are two of the Town's affordable housing goals.

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS**

Although DHCD is the overseer of ESG funds, the Town coordinates with past BNWW CoC members concerning projects and activities, funding priorities in order to advocate for funding for agencies that serve the region.

## **Agencies, groups, organizations and others who participated in the process and consultations**

BNWWW communities consult with relevant Town departments, local and regional organizations, and housing and other social service agencies throughout the development of the FY18 (FFY17) Annual Action Plan. This FY18 (FFY17) Action Plan continues to draw on the needs assessment and outreach completed during the Town's consolidated planning process.

Please see sheet AP-10: Consultation at the end of this section.

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**Table 2 – Agencies, groups, organizations who participated**

1	<b>Agency/Group/Organization</b>	Brookline Housing Advisory Board
	<b>Agency/Group/Organization Type</b>	Housing Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Brookline Housing Advisory Board held a public meeting to review and comment upon the Town's Housing priorities for the FY 2018 Annual Action Plan. The anticipated outcome is prioritization of HOME, CDBG and other Town-controlled resources.
2	<b>Agency/Group/Organization</b>	Brookline Housing Authority
	<b>Agency/Group/Organization Type</b>	PHA
	<b>What section of the Plan was addressed by Consultation?</b>	Public Housing Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Housing Authority was consulted about public housing needs, including capital needs for state-owned public housing in FY 2018 and beyond. This information helps inform the Town's prioritization and coordination of resources for new projects and/or preservation of affordable units.
3	<b>Agency/Group/Organization</b>	Brookline Health Department
	<b>Agency/Group/Organization Type</b>	Health Agency Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Needs - Public health related to housing issues



	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Health Department works with disabled persons, the homeless, and persons afflicted by substance abuse and provides feedback related to housing needs/assessment. Outcome is better health education to the public in all areas affecting public health/housing.
4	<b>Agency/Group/Organization</b>	Brookline Diversity, Inclusion, and Community Relations Dept.
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The department works with the Commission on issues of fair housing, diversity, and inclusion. Interaction provides input on fair housing; outcome is content and dissemination of educational materials related to a more diverse and inclusive community.
5	<b>Agency/Group/Organization</b>	BROOKLINE COMMUNITY MENTAL HEALTH CENTER
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Victims of Domestic Violence Services-homeless Health Agency
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Strategy Non-Homeless Special Needs

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The BCMHC provides homelessness prevention services and comprehensive mental health services to citizens of the town. BCMHC were consulted for needs assessment. BCMHC provides on-going case management for those experiencing housing and mental health issues. Outcome is improving delivery of mental health services to affected groups while engaging new partners.
6	<b>Agency/Group/Organization</b>	Brookline Council on Aging
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Needs Elderly Services
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Council on Aging provides a wide variety of services to seniors and informs the Town's understanding of housing and service needs of Brookline seniors. The anticipated outcome of consultation is improved coordination of services for seniors.
7	<b>Agency/Group/Organization</b>	CENTER COMMUNITIES OF BROOKLINE
	<b>Agency/Group/Organization Type</b>	Housing Services-Elderly Persons
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This agency provides senior housing to many residents. Anticipated outcome is to inform housing and service needs of the elderly.
8	<b>Agency/Group/Organization</b>	Pine Street Inn, Inc.
	<b>Agency/Group/Organization Type</b>	Housing Services-homeless

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This agency provides significant housing and services to homeless individuals within the community. The anticipated outcome of the consultation is improved coordination and to inform the housing and service needs of the homeless.
9	<b>Agency/Group/Organization</b>	Brookline Community Foundation
	<b>Agency/Group/Organization Type</b>	Civic Leaders Foundation
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The agency was interviewed to provide information on housing needs and for the completion of the Town's Housing Production Plan., Anticipated outcome is better communication and to inform housing and social services needs within the community.
10	<b>Agency/Group/Organization</b>	CDBG Advisory Committee
	<b>Agency/Group/Organization Type</b>	Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Needs Community Development- Non Housing
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The CDBG Advisory Committee held a series of meetings to review requests for CDBG funds and to formulate a funding recommendation for the Brookline Board of Selectmen. .The anticipated outcome is citizen-led prioritization of how FY 2018 CDBG funds will be allocated.
11	<b>Agency/Group/Organization</b>	City of Newton Planning and Development Department
	<b>Agency/Group/Organization Type</b>	Other government - Local

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City of Newton is the Participating Jurisdiction for the WestMetro HOME consortium, and coordinates with the BNWW CoC agencies and the BoS related to homeless needs. The anticipated outcomes of the consultation are: cohesive administration of HOME funds; continued advocacy related to Homelessness grants; greater outreach to stakeholders to solicit participation ; and to meet housing and homelessness needs among BoS communities.

**Identify any Agency Types not consulted and provide rationale for not consulting**

There were no agency types not consulted.

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	City of Newton	Members of the BoS coordinate directly with stakeholders and others to discuss how the BoS members will advance policies to to end Homelessness.
WestMetro HOME Consortium Regional Fair Housing PI	West Metro HOME Consortium	The lead organization will continue toward the goals outlined in the West Metro Fair Housing Plan, working to remove impediments to fair housing choice in Brookline and throughout the region.

<b>Name of Plan</b>	<b>Lead Organization</b>	<b>How do the goals of your Strategic Plan overlap with the goals of each plan?</b>
Brookline Comprehensive Plan	Town of Brookline Planning and Community Development Office	The plan recommended the creation of "Gateways" to the Town which should be both visual and practical. The Plan also advocates for the creation and preservations of hosuing opportunities for all.
Gateway East Public Realm Plan	Town of Brookline Planning and Community Development Office	The plan moves forward recommendations of the Comprehensive Plan related to corridor planning and livability.
Emerald Necklace Master Plan	MA Dept. of Conservation and Recreation	The plan sets forth goals and strategies to re-establish parkland designed by Frederick Law Olmsted, as a a multi-use greenway/path system for the entire length.
Understanding Brookline: A Report on Poverty	Brookline Community Foundation	The strategic plan mirrors and further informs the priorities and strategies developed in the Town's Consolidated and Comprehensive Plans.
MA Statewide Bicycle Transportation Plan	US Dept. of Transportation and MA Exec. Office of Transportation	Transportation improvements are prioritized to meet the needs of the Commonwealth's residents and visitors. Some of these improvements fall within the scope of the Town's transportation needs.
Strategic Transportation Plan	MA Dept. of Transportation (MassDOT)	Plan aims to improve transportation throughout the State through prioritizing Town planning efforts.
Green Routes Bicycle Network Plan/Master Plan	Brookline Bike Advisory Committee	Plan notes that the Emerald Necklace is interrupted by the dangerous crossing of Route 9. For the Muddy River Route, the plan advocates for reconnecting all sections of the Emerald Necklace.
Housing Production Plan	Brookline Housing Advisory Board/Planning Board	The plan provides information on housing needs,e goals and implementation strategies to meet community housing needs.
Brookline Open Space	DPW/ Dept of Parks and Open Space/Town of Brookline	This plan notes the inadequacies of public facilities for pedestrians and in the Route 9 Corridor. The plan advocates for linking bike/pedestrian facilities near the Muddy River Park System to Brookline Village and other open spaces to improve livability for all residents.

**Table 3 - Other local / regional / federal planning efforts**

## **Narrative**

**DRAFT** Annual Action Plan  
FY 2018

Throughout the Town's monitoring and quarterly reporting to HUD, there is consistent dialogue between admin staff and grant recipients. As part of grant administration, Town staff evaluates subrecipient program delivery; inquires of program managers how staff can best assist them in meeting goals; monitors recipients to determine whether more technical assistance is required and; ; evaluates whether there is a need for refinement to any aspect of the entitlement delivery system. Should a need arise or if modifications are required in administration of the grant activities, changes are implemented as necessary.

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## **AP-12 Participation - 91.401, 91.105, 91.200(c)**

### **1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting**

Over a span of two months, public hearings were held by the citizen advisory group (CDBG Advisory Committee) whose charge is to make funding recommendations to the Board of Selectmen on the CDBG entitlement grant after a competitive RFP process and funding deliberations. These meetings provided citizens with an opportunity to participate in the process to establish the Town's Annual Action Plan. Thereafter, several meetings were held by the Board of Selectmen to review and discuss recommendations before final approval at a public hearing. Following approval by the Board of Selectmen, the AAP is submitted to HUD.

The Housing Division staffs the Brookline Housing Advisory Board (HAB), which holds monthly meetings to review all affordable housing projects being undertaken or considered by the Town. All final funding commitments for affordable housing projects are approved by the Board of Selectmen, which act on recommendations from the HAB and hold public hearings for public input. Content related to the FY18 (FFY17) Plan was discussed at the Housing Advisory Board meeting on February 16, 2017. All HAB meetings are open to the public and advertised via the Town's web site and blog, to all interested parties, including all Town Meeting members. In FY 2017, the Housing Division completed a Housing Production Plan, which outlines the Town's strategy for creating new affordable housing opportunities town-wide. An outside consulting firm was hired to manage this public engagement process, which included focus groups, stakeholder interviews, community forums, and presentations before the Housing Advisory Board, Planning Board and Board of Selectmen in order to garner maximum resident input. The Housing Production Plan was submitted to the State's Department of Community Housing and Development and was approved and most recently certified after approximately 172 affordable housing units were added to the Town's Subsidized Housing Inventory.

To date, the citizen participation process has not impacted longer terms goal setting, since FY 2018 represents year 3 of the Town's Consolidated Plan (2016-2020). Goals were set in the Five Year Plan and this action plan reflects the goals stated therein. Should goals need to be refined over time, the Town will take the necessary actions to incorporate appropriate or need-based changes to its Consolidated Plan. All goals for FY 2018 were approved by HUD in the 2016-2020 Consolidated Plan.

## Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	<p>Minorities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p>	Attendees at the first public meet to review RFP submissions. = Others in attendance were staff applicants for funding.	Attendees gave presentations on requests for FY 2018 funding, and thanked the CDBG Advisory Committee for past support and future support.	N/A	
2	Newspaper Ad	<p>Minorities</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p> <p>All income groups from 0 to 80%</p>	Notification to citizens and interested parties relative to availability of Request for Proposals on FY 2018 CDBG Grant.	NONE, because interested parties apply for grant funding via Competitive RFP.	N/A	



Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Public Meeting	<p>Minorities</p> <p>Residents of Public and Assisted Housing</p> <p>Applicants Who applied to RFP</p>	<p>Second meeting held in response to Requests For Proposals for FY 2018 funding. Over the two meetings the citizens group charged with making recommendations on the grant reviewed twelve applications for funding.</p>	<p>As with first program review meeting, applicants reviewed with the committee their requests, and thanked for past support.</p>	<p>All comments were received. N/A</p>	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
4	Town Intranet	<p>Minorities</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p> <p>All income groups zero to 80% of AMI</p>	<p>Another means of notification to citizens of the Town, interested parties, boards and commissions, Town meeting members of availability of FY 2018 RFP</p>	<p>None received. Goal is to solicit interest from applicants for funding or queries on eligibility of possible activity prior to applying.</p>	N/A	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
5	Public Meeting	Members of advisory group	Those in attendance were advisory group who make recommendations to the Board of Selectmen on the grant. This body reviewed the requests submitted by recipients as well as merit scoring, and eligibility information submitted by staff. Process concludes with recommendations on the FY 2018 entitlement grant.	Results is funding recommendation made by advisory committee for use of entitlement grant.		

**Table 4 – Citizen Participation Outreach**

## Expected Resources

### AP-15 Expected Resources – 91.420(b), 91.220(c) (1, 2)

#### Introduction

CDBG and HOME funding will remain level funded for FFY 2017 (Town FY 2018) funding. If, after the formula-based division of the annual appropriation among grantees, there is any diminution in funding for Town-sponsored projects, the Town will revisit these projects to ensure that goals set forth are achievable.

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition, Admin and Planning,  Public Housing Improvements, Public Services	1,345,269	3.996.00	17120	1,406,389	0	Based upon HUD allocations for FFY17, prior year funds to be reallocated.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Competitive McKinney-Vento Homeless Assistance Act	public - federal	Other		0	0	227,274	0	Represents Tier 1 and Tier II Brookline Stakeholders who have been awarded with homelessness funding to date.
Housing Trust Fund	public - local	Housing	100,000	0	0	100,000	0	Inclusionary zoning projects; project-specific allocation controlled by HAB and Brookline Board of Selectmen.
Other	private	Housing		0	0		0	Commitment by Center Communities of Brookline from replacement reserve to match funding allocated by grant.
Other	public - federal	Admin and Planning Housing	194,493	0	0	194,493	0	Projected HOME allocation to the Town of Brookline out of the allocation to the consortium.
Other	public - local	Admin and Planning	129,000	0	0	129,000	0	Balance of salaries paid by the Town to facilitate administration and planning activities.
Other	public - local	Other	818,425	0	0	818,425	0	The Town will contribute towards the legal costs, with mitigation funds from Children's Hospital.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	public - local	Public Services	839,152	0	0	839,152	0	Public services receive other public-federal, public-state, and private funding. As part of RFP, the Town encourages all potential recipients to leverage funds. Leveraging in the RFP represents 25 points in scoring.

**Table 5 - Expected Resources – Priority Table**

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

Leveraging additional resources to support affordable housing projects and programs remains a priority for the Town. HOME funds are matched by a number of local, state, and private funding sources in all new construction and rehabilitation projects for affordable housing. These include the Brookline Housing Trust, a local fund capitalized by a combination of developer linkage and direct appropriations to the Town's general fund and/or free cash; local CDBG funds; grants from the Massachusetts Department of Housing and Community Development; grants from the Federal Home Loan Bank; Federal and State Low Income Housing Tax Credits; and private debt from quasi-public agencies like the Massachusetts Housing Partnership, as well as private banks.

The Town anticipates that new affordable housing projects will leverage funding from these sources. With Inclusionary Zoning projects, 15% affordable housing is required as part of the zoning relief and no additional resources are required. When projects are developed under the Mass. General Law Chapter 40B, 20-25% of all units must be affordable in exchange for receiving substantial relief to local zoning laws. In these projects, developers often receive favorable financing through state agencies.

Brookline will continue to ensure that it meets and exceeds match requirements for the HOME program through these sources, as well as by participating in the Mass Rental Voucher Program (MRVP).

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

A Selectmen-appointed committee has been convened to determine the feasibility of building affordable housing on Town-owned parking lots. While discussions are exploratory at this point, the Committee's work follows the recommendation of the recently-completed Housing Production Plan where it states that the Town should look to explore the feasibility of Town-owned land for a fordable housing.

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## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Affordable Housing - Rental Preservation	2016	2020	Affordable Housing		Affordable Housing - Rental Affordable Housing - Rehab Existing		Rental units rehabilitated:
2	Affordable Housing- New	2016	2020	Affordable Housing		Affordable Housing - New Units	CDBG- \$257,768.00	Rental units constructed: 62 Housing Units
3	Affordable Housing - Inclusionary Rental	2016	2020	Affordable Housing		Affordable Housing - Rental		Rental units constructed: 75 Household Housing Unit
4	Affordable Housing - Marian Street	2015	2017	Affordable Housing		Affordable Housing - Rental Affordable Housing - New Units		Rental units constructed: 13 Household Housing Unit
5	Affordable Housing - Homebuyer Assistance	2016	2020	Affordable Housing		Affordable Housing - Rental Affordable Housing - Acquisition of Existing Units		Homeowner Housing Added: 0 Household Housing Unit
6	Homelessness Services	2016	2020	Homeless		Homelessness Prevention		



Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
7	Public Services	2016	2020	Non-Homeless Special Needs		Public Services	CDBG: \$201,789 Public Service Agencies: ~\$800,000	Public service activities other than Low/Moderate Income Housing Benefit: 962 Persons Assisted
8	Public Facilities/Public Improvements	2016	2020	Non-Housing Community Development		Public Facilities/Infrastructure	CDBG: \$0 Town and Children's Hospital: \$1,050,000; Boston region MPO: \$5.7 million	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 3000 Persons Assisted

Table 6 - Goals Summary

## Goal Descriptions

1	Goal Name	Affordable Housing - Rental Preservation
	Goal Description	Funds will be used to preserve affordable rental housing for extremely low, low, and moderate income households, including the pursuit of several new opportunities to preserve existing rental units as affordable.

2	<b>Goal Name</b>	Affordable Housing- New
	<b>Goal Description</b>	Funds will be used to develop new rental housing opportunities for extremely low, low, and moderate income households, including funding for JCHE's 62-unit friendly 40B as well as for newly-identified opportunities to construct additional affordable rental units.
3	<b>Goal Name</b>	Affordable Housing - Inclusionary Rental
	<b>Goal Description</b>	Market rate housing developments will include 15% affordable units (or in the case of 40B, 20-25% affordable units) for households serving less than 80% of AMI. Expect the units referenced to be permitted but not constructed this fiscal year.
4	<b>Goal Name</b>	Affordable Housing
	<b>Goal Description</b>	
5	<b>Goal Name</b>	Affordable Housing - Homebuyer Assistance
	<b>Goal Description</b>	Funds will be used to write down costs of condominium units in order to make them affordable.
6	<b>Goal Name</b>	Homelessness Services
	<b>Goal Description</b>	Funding to primarily come to stakeholders funded through BoS. Some public service programs do assist with homeless prevention, but difficult to equate dollar amount from allocation receiving and overall range of services providing.
7	<b>Goal Name</b>	Public Services
	<b>Goal Description</b>	Support community initiatives to improve utilization of existing and/or needed public services which meet needs of very low, low, and moderate income households.
8	<b>Goal Name</b>	Public Facilities/Public Improvements
	<b>Goal Description</b>	Support for improvements to public facilities, infrastructure, and open space that best benefits low- and moderate-income residents of the town, in and around eligible census tract areas.

**Table 7 – Goal Descriptions**

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## AP-35 Projects - 91.420, 91.220(d)

### Introduction

Priority needs identified in the Strategic Plan of the FY 2016-2020 will be invested by the Town of Brookline in projects that increase affordable housing, a variety of mental health services, youth, seniors, and public improvements/infrastructure. Together these projects will address priority needs within the Town.

#	Project Name
1	CD Administration
2	Comprehensive Planning
3	Playgrounds, and Capital Improvements
4	Housing Division
5	
6	
7	BCMHC Adolescent Outreach Program
8	Comprehensive Services For Children and Families
9	Brookline Elder Taxi System
10	
11	Next Steps Program
12	Parent Child Home Program
13	Brookline Learning Project
14	Youth Training Program

Table 8 – Project Information

### Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

Based on the FY2016-2020 Consolidated Plan, the Town of Brookline has identified the goals and objectives of the CDBG and other funding anticipated to be received by the Town. Activities are considered for funding based on meeting these goals and objectives. The primary obstacle to addressing underserved needs is a lack of funding to leverage with the block grant funds. This often creates a competitive CDBG funding round which can lead to reduced and/or deferred funding of projects/activities each year.

## AP-38 Project Summary

### Project Summary Information

1	<b>Project Name</b>	CD Administration
	<b>Target Area</b>	
	<b>Goals Supported</b>	Affordable Housing- New Affordable Housing - Rental Preservation Affordable Housing - Inclusionary Rental Affordable Housing - Marian Street Affordable Housing - Homebuyer Assistance Homelessness Services Public Services Public Facilities/Public Improvements
	<b>Needs Addressed</b>	Affordable Housing - Rental Affordable Housing - New Units Affordable Housing - Rehab Existing Affordable Housing - Acquisition of Existing Units Homelessness Prevention Fair Housing Public Services Public Facilities/ Infrastructure
	<b>Funding</b>	CDBG: \$216,044.00

	<b>Description</b>	Grant oversight is required to effectively carry out the CDBG entitlement regulations. This activity is required of funded entitlements to ensure that program management and the administration of the grant is in conformance with regulations promulgated for the CDBG entitlement. Funding will be used to pay reasonable program administration costs and carrying charges related to the planning and execution of community development projects, assisted in full or partially by funds provided by the CDBG grant given performance measures and other grant conditions are met.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	All participants of programs served under the grant that qualify as low and moderate income persons. Administration of the grant is presumed to benefit low and moderate income persons.
	<b>Location Description</b>	333 Washington Street, Brookline , MA 02445
	<b>Planned Activities</b>	Grant and fiscal management, oversight of the entire entitlement grant.
2	<b>Project Name</b>	Comprehensive Planning
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Facilities/Public Improvements
	<b>Needs Addressed</b>	Public Facilities/ Infrastructure
	<b>Funding</b>	CDBG: \$32,710.00
	<b>Description</b>	Staff will work on facilitating current community facilities activity that ties into Comprehensive Plan, Five Year Consolidated Plan, which pertain to major planning projects underway.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Estimated 3,000 households will benefit who range from extremely low income to moderate income.
	<b>Location Description</b>	Gateway East - Along Route 9 corridor from High Street to the Muddy River on Pond Street.

	<b>Planned Activities</b>	Staff will work on project to meet transportation needs of bicyclists, pedestrians and vehicular traffic to secure improved roadway, infrastructure improvements with better design for area. Project to secure temporary and permanent easements.
<b>3</b>	<b>Project Name</b>	, Playgrounds, and energy efficient upgrades
	<b>Target Area</b>	
	<b>Goals Supported</b>	Affordable Housing - Rental Preservation
	<b>Needs Addressed</b>	Affordable Housing - Rental Affordable Housing - Rehab Existing
	<b>Funding</b>	CDBG: \$380,000.00
	<b>Description</b>	Funding will cover improvements at three Brookline Housing Authority developments. At Egmont Street funding has been allocated for design costs for courtyards/public space. At Kickham Apartments funds will be used to replace aged and inefficient boilers and storage tanks. . Lastly, , at Morse Apartments, funds will be used to replace aged and inefficient direct how water heaters with new, efficient equipment.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	100 elderly/disabled at Sussman House. 120 families at Egmont Street Veterans Development.
	<b>Location Description</b>	Sussman House is at 50 Pleasant Street, Brookline, MA. Egmont Street Veterans Development is located on Egmont and St. Paul Streets, Brookline, MA
	<b>Planned Activities</b>	1) Energy efficiency upgrades to heating/boiler systems at two BHA developments2) 3) Courtyard design at Egmont Street Veterans Development – Phase 1 of 3
<b>4</b>	<b>Project Name</b>	Housing Division

<b>Target Area</b>	
<b>Goals Supported</b>	Affordable Housing- New Affordable Housing - Rental Preservation Affordable Housing - Inclusionary Rental Affordable Housing - Marian Street Affordable Housing - Homebuyer Assistance
<b>Needs Addressed</b>	Affordable Housing - Rental Affordable Housing - New Units Affordable Housing - Rehab Existing Affordable Housing - Acquisition of Existing Units Homelessness Prevention Fair Housing
<b>Funding</b>	CDBG: \$256,958.00  HOME: \$17,681(?)
<b>Description</b>	The program consists of supporting staff of the Housing Division who help to create and preserve affordable housing within the Town of Brookline.
<b>Target Date</b>	6/30/2018
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Staff will work to assist with permitting and funding of JCHE friendly 40B (62 units) as well as pursue new opportunities in the preservation of rental housing. Persons benefiting will be extremely low, low, and moderate income households. Staff will also assist inclusionary units developed through 40B (rentals) to include 20-25% affordable units for households serving less than 80% of AMI.
<b>Location Description</b>	Locations: 1) Completion of work at 384 Harvard Street, north Brookline 3) other 40 B developments or new opportunities to develop affordable housing.



	<b>Planned Activities</b>	1) Working with the BHA on its Capital Improvements projects; 3) Work on 384 Harvard St - 62 units of rental housing, with 54 affordable units; Work on any proposed new 40B developments that arise or continue to fruition during the fiscal year; 4) Any opportunities to make funding available to help write-down costs of condominium units to make affordable to potential homebuyers; and 5) Any viable inclusionary zoning project which is established to work to develop affordable units, whether rental or homeowner.
5	<b>Project Name</b>	Affordable Housing Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	Affordable Housing - Rental Preservation
	<b>Needs Addressed</b>	Affordable Housing - Rental Affordable Housing - Rehab Existing
	<b>Funding</b>	CDBG: \$257,768.00
	<b>Description</b>	The Town of Brookline is providing financial assistance to Jewish Community Housing for the elderly (JCHE) proposal to construct 62 Housing units at Temple Kehillath Israel at 370-384 Harvard Street with 54 of the 62 Units proposed to be available to low- and moderate-income tenants. JCHE has a very strong history of providing quality housing and services for low/mod seniors.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	To construct 62 housing units of which 54 would benefit low to moderate income tenants
	<b>Location Description</b>	370-384 Harvard Street Brookline, MA 02446
	<b>Planned Activities</b>	Assist JCHE with acquisition of a long term ground lease
6	<b>Project Name</b>	

	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	Public Facilities/ Infrastructure
	<b>Funding</b>	CDBG: \$378,425 Town and Children's Hospital: \$440,000
	<b>Description</b>	The Town will begin negotiation for temporary and permanent easement acquisition after 25% plans are finalized and approved by the State.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Within the eligible area there are 50.5 % very low, low, and moderate income households.
	<b>Location Description</b>	On the Rout 9 Corridor from High Street to the Muddy River at Pond Avenue.
	<b>Planned Activities</b>	To identify all temporary and permanent easements needed for the construction of the Gateway East project, and work with landowners and Town Counsel to establish fair compensation for permanent land takings and construction easements. To secure all right-of-way needed for the construction of the Gateway East project.
7	<b>Project Name</b>	BCMHC Adolescent Outreach Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	Homelessness Services Public Services
	<b>Needs Addressed</b>	Homelessness Prevention Public Services
	<b>Funding</b>	CDBG: \$40,609 Public Service Agencies: \$355,150

	<b>Description</b>	CDBG funds will be used to support income eligible adolescents and family members who receive direct care through the counseling component of the program. The program provides counseling, crisis-intervention, mediation, short-term emergency shelter, therapeutic mentoring; transitional housing and support services, weekly LGBT for high school aged teens, and educational services to 325 Brookline teens and their families.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 70% of all participants in this program are from very low, low, and moderate income households.
	<b>Location Description</b>	Services are provided at the Brookline Community Mental Health Center, 41 Garrison Road, Brookline, MA 02446.
	<b>Planned Activities</b>	The range of counseling programs offered through the Adolescent Outreach Program include: In-Home Therapy (IHT) Program; Therapeutic Mentoring Program; brookline resilient Youth Team (BRYT); in partnership with Brookline's METCO program, diversity initiative for black and latino boys and girls; Transition to Independent Living (TILP); and weekly group for LGBT high school aged teens.
8	<b>Project Name</b>	Comprehensive Services For Children and Families
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Homelessness Prevention Public Services
	<b>Funding</b>	CDBG: \$35,206.00 Public Service Agencies: \$308,400

	<b>Description</b>	The program services over 300 Brookline children ages 3-12 with crisis intervention, counseling, case management services to homeless families, consultation and educational services. CDBG funding will enable the Brookline Community Mental Health center(BCMHC)to offer CDBG subsidies to income eligible children and their families who are uninsured or underinsured, with no other means to access services in fiscal year 2018.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The program serves over 300 Brookline children who of those served have been documented at 70% very low, low, and moderate income.
	<b>Location Description</b>	Brookline Community Mental Health Center, 41 Garrison Road, Brookline, MA 02446
	<b>Planned Activities</b>	<p>Studies show that 20% of all youth have emotional or behavioral problems. Homelessness and high risk of eviction is a problem for low/moderate income individuals and families. All counseling, crisis-intervention, and educational services provided are aimed to help children function better at school and home, with a decreased need for out of home placement. For children under the age of six, to reduce conflict and stress within the home, and promote psychological and medical health.</p> <p>For their Homeless Family programs, they will assist Brookline families to gain economic and emotional stability. For those families participating in the ROSS program, the goal is to help families achieve financial independence.</p>
9	<b>Project Name</b>	Brookline Elder Taxi System
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$43,832.00 Public Service Agencies: \$51,000

	<b>Description</b>	The Brookline Elder Taxi System (BETS) provides important transportation to Brookline's low to moderate income elders through discounts and partial subsidy of taxi rides. Over 660 elders participate in the program.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	605 income eligible elders who are of low and moderate income.
	<b>Location Description</b>	Administration of the program takes place at the Council on Aging at 93 Garrison Road, Brookline, MA 02446. Seniors purchase \$50.00 worth of taxi vouchers. The seniors then call the participating taxi companies to take to their designated trips.
	<b>Planned Activities</b>	Providing income eligible seniors with the opportunity to participate in this program and purchase taxi vouchers at a discount. The cab companies as part of their licensure within the Town must participate in this program, and they specifically contribute 25% discount towards the return tickets.
10	<b>Project Name</b>	
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	
	<b>Funding</b>	
	<b>Description</b>	
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	

	<b>Planned Activities</b>	
<b>11</b>	<b>Project Name</b>	Next Steps Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$8,506.00 Public Service Agencies: \$18,000
	<b>Description</b>	This is a resource and referral program. The program aims to reduce and alleviate poverty in Brookline by addressing the career development needs of unemployed and underemployed low income adults aged 18 years up.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Assist 45 new very low, and low income adults to explore employment/education potential.
	<b>Location Description</b>	Trustman Family Development, Egmont/Dummer Streets, Brookline MA 02446 High Street Family Development, 22 High Street, Brookline, MA 02445
	<b>Planned Activities</b>	1) Identify need, and create/revise individual action plan that includes goals and strategies to achieve results in employment or further education and training. 2) Assist clients with job readiness skills counseling services such as producing a resume and cover letter, exploring websites and filling out applications or completing applications for continuing education. 3) Assist with referrals for job training, continuing education programs, or study groups to better understand and control finances.  The goal is to improve the quality of these clients lives by participating in structured programs that lead toward educational advancement and employment.

12	<b>Project Name</b>	Parent Child Home Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$10,000.00 Public Service Agencies: \$45,000
	<b>Description</b>	The Parent Child Home program is a two year home visiting, risk prevention program for low/moderate income culturally diverse families with young children living in the town. The program teaches parents to stimulate and enhance their child's verbal and cognitive skills by providing a "learning through play" experience that fosters verbal and social-emotional interactions between toddlers and parents. this helps to strengthen the parent/child relationship.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Projecting to serve 16+ very low, low, and moderate income families who are part of a large growing immigrant population in Brookline. Currently serving families who previously resided in Dominican Republic, Haiti, Russia, Puerto Rico, Ethiopia, China, and Korea.
	<b>Location Description</b>	Home visitors go to each household requiring services. They meet with families for 1/2 hour sessions, twice weekly for a two year period.
13	<b>Planned Activities</b>	During the home visitors twice weekly sessions they provide books and toys, which are a gift to the families, so assist home visitors to model verbal interaction, parenting techniques, and educational play. At set intervals the program hosts social events to help the families overcome social isolation.
	<b>Project Name</b>	Brookline Learning Project
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Services

	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$8,506.00 Public Service Agencies: \$95,130
	<b>Description</b>	The program serves as the primary provider of English language classes for low income adults living in the Town of Brookline.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	50 very low, low, and or moderate income adults will be offered ESOL services to match their identified class level of English.
	<b>Location Description</b>	
	<b>Planned Activities</b>	ESOL program Classes are at the following Brookline locations: 61 Park Street; 90 Longwood Avenue; 50 Pleasant Street; and 55R Egmont Street.
14	<b>Project Name</b>	Youth Training Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$54,483 Town: \$70,027.00
	<b>Description</b>	The Youth Training Program will provide income eligible young adults between the ages of 14-21 with career-orientated job training experiences, in conjunction with skills and preparation needed for academic and college-focused success.
	<b>Target Date</b>	6/30/2018



	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	28 very low, low, or moderate income youth to be served. It is anticipated they will serve
	<b>Location Description</b>	115 Greenough street, Brookline, MA02446
	<b>Planned Activities</b>	Participants will be provided a seven week training program which will be split with 4 hours of training in the morning, followed by 2 hours of interning.

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## **AP-50 Geographic Distribution - 91.420, 91.220(f)**

### **Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

The Town of Brookline is included in the HUD FY 2015 area-basis exception grantees. Although new data has identified 3 geographic areas with greater than 51 percent low- and moderate-income residents, because the town is an exception community, it looks for opportunities to allocate funding, particularly for public facilities with area benefit, to block areas where the highest concentration of low- and moderate-income households reside..

Funding allocations are based on programs or projects meeting the needs of the community as identified in the Consolidated Plan and are dependent on identified opportunities to develop and preserve affordable housing.

### **Geographic Distribution**

Target Area	Percentage of Funds

Table 9 - Geographic Distribution

### **Rationale for the priorities for allocating investments geographically**

There are no areas in the community where resources will be geographically directed given the distribution of low- and moderate-income households within the Town, as identified through ACS data. Funds will be dispersed throughout the community for a variety of projects and programs, based upon need, funding availability, and based on a prospective recipient's ability to bring leveraged resources to CDBG-funded activities. Funds are awarded to eligible activities based on meeting a national objective, eligibility, and identification of needs and resources.

Not applicable to the Town.

### **Discussion**

See response above

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## **AP-85 Other Actions - 91.420, 91.220(k)**

### **Introduction**

**This section discusses the Town's effort's in addressing underserved needs, expanding and preserving affordable housing, reducing lead-paint hazards, and developing institutional structure for delivering housing and community development activities.**

### **Actions planned to address obstacles to meeting underserved needs**

With obstacles identified, the Town will move forward with the following actions to address underserved needs: a) subsidize rental development projects to make them affordable to low-income and very low-income single person households and family households; b) Subside owner units to make them affordable to moderate-income small and large families.(dependent on availability of sufficient project funding); c) oversee use of Inclusionary Zoning to ensure developers proposing new projects meet affordable housing requirements ; d) Use Brookline Housing Trust funds as a vehicle to assist affordable housing developers to respond readily to market opportunities, with HOME, CDBG, and the Housing Trust to write-down costs, and; e) continue outreach to owners of appropriate properties (such as lodging houses)in order to facilitate potential use by non-profit operators/developers as affordable housing.

### **Actions planned to foster and maintain affordable housing**

Brookline will continue require through its Zoning By-Law the provision of affordable housing from all new developments of six or more units.

The Town will continue to support the Brookline Housing Authority, who own and manage the largest affordable housing portfolio in the Town. There is a long recognized policy for the Town to assist the BHA with its preservations efforts, including addressing capital needs, as well as for development opportunities whenthe BHA can increase the Town's supply of affordable housing units, such as through the recent construction of 32 rental housing units at 86 Dummer Street.

Less than 10% of Brookline's residential building stock is designated as affordable, as defined by the requirements of MA Department of Housing and Community Development's Subsidized Housing Inventory (SHI) . For this reason, Brookline has experienced a continued influx of development proposals that utilize the comprehensive permitting process established by Massachusetts General Law, Chapter 40B. Town departments will continue to provide organized input when these proposals occur, with the intent to produce affordable housing that effectively meets the needs of all Town residents, and remains permanently affordable.

## **Actions planned to reduce lead-based paint hazards**

The Town will continue to act as the authorized processing agency for the MassHousing "Get the Lead Out" program, a low-cost loan program for lead paint removal for income-eligible households and landlords who rent to income-eligible households.

The Health Department of the Town will continue to respond to reported violations of the EPA Renovation, Repair and Painting Rule (RRP Rule), which requires contractors to follow safe work practices when working in residential properties built before 1978. In addition, the Town will continue to require lead paint abatement as part of renovation programs for family housing undertaken by private developers using public funds when such housing is to serve families with children.

## **Actions planned to reduce the number of poverty-level families**

Brookline's goal is to help individuals and families increase and/or maintain self-sufficiency through the acquisition of permanent affordable housing, health care, food assistance, or mainstream resources, or any combination of these, which offer the most impactful way to reduce the number of recipients living at or below the poverty level.

The Town recognizes that families living in poverty or on the fringe often avoid homelessness through supportive services that are funded through CDBG, Continuum of Care and ESG. As well, the provision of language and job skills services are viable ways to keep people on the brink of poverty or out of poverty. The Town continues to support funding for dynamic service programs who serve poverty level or other low-income households. These programs include the Steps to Success youth training program; Next Steps (career training resource/referral); the Brookline Learning Project (English as a Second language); Youth Training Program (academic support and training leading to job development) and; programs offered by the Brookline Community Mental Health Center, which provides impactful support programs for families/individuals dealing with a wide array of crises and mental health issues.

The Town partners with non-profits to provide social service programs to a diverse, changing, and ever-increasing population. The Parent Child Home Program helps low-income families with young children at risk of delayed emotional or intellectual growth/development by providing access to early education; socialization opportunities through the use of books and toys, and; counseling and guidance for new families as the look to integrate into the community.

The Town strives to consistently offer programs through municipal agencies that help families to improve their housing standard of living. It is the Town's intent that the support of low-income rental

projects will provide poverty-level families with stable homes at affordable price.

Within the next year it is anticipated that there will be actions taken by the town which support economic opportunities that will create job opportunities to help reduce poverty-level families, but also assist low to moderate income households and those over 100% AMI. A new hotel is under construction which should be completed in the calendar year, and the plans by Children's Hospital to expand existing commercial space into mixed-use retail is on-going.

### **Actions planned to develop institutional structure**

There is an institutional structure in place within the Town. The Community Planning Division is responsible for overseeing the creation of the FY 2016-2020 Consolidated Plan and FY 2018 Annual Action Plan. The Town is part of the West Metro HOME Consortium with the City of Newton as the lead agency. As well, the Town is a member of the Brookline-Newton-Waltham-Watertown Homelessness Consortium, which the City of Newton is also the lead. Because of these structures, the Town is proactive in meeting grant requirements, identifying needs of populations seeking service or needing assistance, and reaching out to agencies that will agree to form new collaborations that address gaps and weaknesses in the structure.

### **Actions planned to enhance coordination between public and private housing and social service agencies**

A number of Brookline's programs serving low-income households are run by the Brookline Housing Authority, town departments, and outside agencies. In addition, the Brookline Community Mental Center (BCMHC) provides services to a number of households living in affordable housing throughout the Town. The BCMHC engages often with other service providers and funders to explore opportunities for collaboration, with the goal of more effectively, meeting /private needs. The BCMHC is currently a service provider for the BHA to provide services to residents through a Resident Opportunity for Self Sufficiency (ROSS) grant.

### **Discussion**

Brookline is a highly desirable community that experiences extreme market pressures, which increases the cost of housing at every level. The lack of vacant land in multi-family districts as well as the high cost of existing multi-family buildings makes development of new housing extremely expensive. Nevertheless, the Town continues to attract households because of the reputation of its schools, its convenient access to public transportation, its proximity to a world-class medical service and employment center, and its proximity to the City of Boston. The cost of projects in Brookline always far exceeds the amount of entitlement annually received from both CDBG and HOME funds.

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## Program Specific Requirements

### AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

#### Introduction

Projects planned for FY 2018 to utilize CDBG funding, have been identified in the Projects Table. The following identifies projected program income to be available for use in this fiscal year.

#### Community Development Block Grant Program (CDBG)

##### Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	20,365.00
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>\$20,365.00</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%



## **Discussion**

All funds allocated for FY 2018 CDBG funding will benefit persons of low- and moderate-income. These funds will be used for a one year period.

DRAFT